

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
FEBRUARY 14, 2006**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, February 14, 2006 in the Council Chambers of City Hall located at 610 Main Street.

CALL TO ORDER

Mayor William J. Schmitt who presided called the meeting to order at 8:00 a.m.

ROLL CALL

Mayor William J. Schmitt	present
Board member Victor J. Knies	present
Board member Thomas R. Schmidt	present

Also present were Police Chief Richard Gunselman, City Engineer Chad Hurm, Street Commissioner Raymond Eckerle, Building Commissioner David Seger, Personnel/Safety Director Charles Schneider, Fire Chief Kenneth Hochgesang, City Attorney Sandra Hemmerlein and Clerk-Treasurer Juanita Boehm.

Clerk-Treasurer Juanita Boehm announced that a majority of the board members must be present for a quorum. All three of the board members were present; therefore, there was a quorum for the meeting.

PLEDGE OF ALLEGIANCE

Mayor Schmitt invited all present to join him in the Pledge of Allegiance.

APPROVAL OF THE MINUTES

The board members examined the minutes of the regular meeting held on January 24, 2006. A **motion** was made by Victor Knies and seconded by Thomas Schmidt to approve the minutes as presented. Motion carried 3-0.

ENCROACHMENT – HERALD

Ron Flick, Pyramid Architects - Flick Associates, representing Rumbach Realty LP, (The Herald), was present. Mr. Flick presented a site plan for the Herald building at 216 E. 4th Street and explained that the company would like to install an awning over the front door for the 4th Street entrance to the building. He said the awning would extend 4' 10" over the sidewalk, which would leave 18" in front of the curb. He stated that there would be no supports in the sidewalk as the awning would hang off the wall and that the height of the awning would be between 8' 3" and 8' 6", depending on the slope of the sidewalk. Mayor Schmitt noted that this would mean the awning would encroach on public right-of-way because normal standards require structures be 18' back and 14' high. There followed some discussion about the information contained in the encroachment agreement between the City of Jasper and the Herald. City Attorney Sandra Hemmerlein requested the Herald provide plans on an 8 1/2" x 14" sheet of paper and a copy of the deed to go with the agreement.

A **motion** was made by Victor Knies and seconded by Thomas Schmidt to approve the Encroachment Agreement between Rumbach Realty LP and the City of Jasper, subject to obtaining the signature of the property owner. Motion passed 3-0.

ENCROACHMENT-CROOKED CREEK DOCTOR'S PLAZA

Bill Kaiser, attorney with Bingham McHale, representing MIC MAR Realty LLP, developer of the Crooked Creek Doctor's Plaza located near Saint Charles Street and 20th Street, was present. Mr. Kaiser presented two petitions for encroachment for the building project, which is in Crooked Creek Knoll subdivision. He said the first encroachment concerned the 10' public drainage utility easement on the west side of the building. He showed a map. He said the owners would like to encroach on the easement in order to construct a fence to separate the commercial land use from residential land use. He said the second petition to encroach would be on the 20' public utility easement on the north end, where the owners would like to plant landscaping. There followed some discussion about the gas and electric lines. Mr. Kaiser stated that a gate would be constructed in order to provide access to the transformer box. City Engineer Chad Hurm stated that the original plans were for the fence to be on the property line. Charles Pund, representative of Streicher Construction Company, the contractor for the project, stated that the reason for the fence to be constructed 3' off the property line was because the electric line angles toward the property line in some places. City Attorney Hemmerlein responded that the City would have to know the exact placement of the fence for the encroachment agreement.

Mayor Schmitt asked to see a drawing of the fence. Mr. Pund stated that the fence would be built of cedar with stone posts. Mayor Schmitt commented that it would be nice for the neighbors if the stone posts went all the way up. Mayor Schmitt also verified that the owners knew that the fence would be installed at their own risk and that it was their responsibility for maintenance. Mr. Kaiser responded that those terms were in the agreement.

A **motion** was made by Thomas Schmidt and seconded by Victor Knies to approve the Encroachment Agreement between MIC MAR Realty LLP and the City of Jasper regarding the west side of Crooked Creek Doctor's Plaza, subject to signature by the owners. Motion passed 3-0.

Bill Kaiser then presented a map showing the 20' public utility easement on the north side of Crooked Creek Doctor's Plaza. He said landscaping is planned for this area. City Engineer Hurm stated that the utility departments required that no boulders or trees should be over the utility lines. Mr. Kaiser confirmed that the boulders on the property would be removed and some trees near utility lines would be removed.

A **motion** was made by Mayor Schmitt and seconded by Victor Knies to approve the Encroachment Agreement between MIC MAR Realty LLP and the City of Jasper for the north side of Crooked Creek Doctor's Plaza, subject to signature by the owners and final approval of the agreement. Motion passed 3-0.

GERMAN AMERICAN BANK CURB CUT

Leonard Spellmeyer, representative of German American Bank, 711 Main Street, reminded the board that permission had been given to run a fiber optic cable from the bank's main building to the former Knights of Columbus building located at 811 Main Street. In addition, he requested a curb cut in order to remove part of the north/south alley behind the Knights of Columbus building. Mr. Spellmeyer

explained that the street cut was needed in order to replace downspout drains and to run new electrical service. He showed a map and stated that the bank would replace the entire alley. Building Commissioner David Seger reported that there was a utility box in the alley and reminded Mr. Spellmeyer that this was a public alley and that the conduit box should be traffic-rated. Mr. Spellmeyer responded that the box would be traffic-rated.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to approve GAB's request for a curb cut in the alley behind their property at 811 Main Street in order to do the necessary type of improvement for their communication cable. Motion passed 3-0.

SCRUBBING SYSTEMS FOR STREET DEPARTMENT

Financial Coordinator Sharon Sander opened sealed quotes for two different pieces of equipment for the street department. Street Commissioner Eckerle explained that one brush vacuum system was for indoors and the other for scrubbing oil. The quotes were as follows:

Phillips Supply Co.

Champ 3529 Scrubber, 35"	- - -	\$15,533.30
Manta RS36 Sweeper, 37.4"	- - -	\$11,386.00

Jasper Equipment & Supply

Champ 3529 Scrubber, 35"	- - -	\$12,765.50
Champ 2929 Scrubber, 29"	- - -	\$11,794.25
Manta RS36 Sweeper, 37.4"	- - -	\$ 9,400.00

Street Commissioner Eckerle confirmed that he had sought quotes from three suppliers. He also stated that he had not requested specifications for a 29" scrubber.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to accept the low quotes from Jasper Equipment & Supply for a 35" Scrubber for \$12,765.50 and for a 37.4" Sweeper for \$9,400.00. Motion passed 3-0.

SURPLUS ITEMS – STREET DEPARTMENT

Street Commissioner Raymond Eckerle requested that one old computer system, Asset #100506, be declared as junk.

On **motion** by Mayor Schmitt and seconded by Victor Knies, computer system, Asset #100506, was declared as junk and approved for disposal. Motion passed 3-0.

Street Commissioner Raymond Eckerle reported that his Motorola hand-held radio would no longer work and requested it be declared as junk. He said the Asset number was 101392.

On **motion** by Victor Knies and seconded by Thomas Schmidt, Motorola hand-held radio, Asset #101392, was declared as junk and approved for disposal. Motion passed 3-0.

Street Commissioner Raymond Eckerle requested transferring a chair, Asset #100495 and a desk, Asset #100505, to the electric generation department.

On **motion** by Mayor Schmitt and seconded by Thomas Schmidt, approval was given to transfer a chair, asset #100495 and a desk, asset #100505, from the street department to the electric generation department. Motion passed 3-0.

JET VACUUM TRUCK TRAINING

Street Commissioner Raymond Eckerle reported that training for one mechanic was included in the price of the new jet vacuum truck. Eckerle said he plans to send one mechanic for this free training and would also like to send two operators. He said the three-day training school would cost \$500.00 for each operator. He said this price would include training, hotel and food costs.

On **motion** by Victor Knies and seconded by Mayor Schmitt, approval was given to send two operators for three-day training on the new jet vacuum truck at a cost of \$500.00 each. Motion passed 3-0.

RECYCLE TRUCK

Street Commissioner Raymond Eckerle announced that final plans would be made to collect the second grant payment of \$25,000.00 from Indiana Department of Environmental Management (IDEM) for the new recycling truck. He explained that IDEM had sent \$25,000.00 last year and now that the street department has received the new recycling truck, procedures should be made to obtain the remaining \$25,000.00.

LITTER

Street Commissioner Raymond Eckerle presented a report on litter along city streets. He said a two-man crew picked up 54 bags of trash that had accumulated in certain areas in less than a month. He said the problem is out of hand and recommended getting a litter law and using it. He said, in his opinion, the only way to stop litter offenders is to get into their pockets. Mayor Schmitt suggested having a program such as the "Adopt a Road", but recognized that that would not solve the problem of preventing people from littering. Mayor Schmitt also asked the street commissioner to give a copy of the report to the police chief.

POLICE REPORTS

Police Chief Richard Gunselman presented and explained the following reports.

Jasper Police Department January Activity Report
Jasper Police Department Five Year Comparison Report
Calls for Service for 2005 Report
Jasper Police Department Traffic & Safety Auxiliary Report

PROBATIONARY TELECOMMUNICATOR ELIGIBILITY LIST

Police Chief Richard Gunselman requested starting the process of establishing a new eligibility list for probationary Telecommunicator. He reported that there is only one person remaining on the eligibility list at the moment. He said hiring a telecommunicator is a long process and he does not want to be caught unprepared. He said there are no plans to hire anyone at the present time.

On **motion** by Mayor Schmitt and seconded by Victor Knies, permission was given to the police department to develop an applicant pool for probationary Telecommunicator. Motion passed 3-0.

CLOTHING ALLOWANCE

Police Chief Gunselman requested increasing the clothing allowance for the police chief and for the two plain clothes' detectives. He said a two-step increase process was planned last year. He said the increase last year was from \$350 to \$400 and this year he requested increasing the allowance from \$400 to \$450.

On **motion** by Victor Knies and seconded by Thomas Schmidt, approval was given to increase the clothing allowance for the police chief and two plain clothes' detectives from \$400 to \$450 each per year. Motion passed 3-0.

ASSET TRANSFER

City Engineer Chad Hurm requested transferring a drafting chair from the engineering department to the waste water department. He explained that the chair had a broken cylinder and was of no use to the engineering department.

On **motion** by Mayor Schmitt and seconded by Thomas Schmidt, approval was given to transfer a drafting chair from the engineering department, Asset # 100075, to the waste water department. Motion passed 3-0.

STORM WATER AWARENESS

City Engineer Chad Hurm reported that the Storm Water Management Board was presently working on an advertising campaign in public education and public awareness. He said there was a good possibility that the advertising campaign could incorporate the littering issues into storm water issues.

CLAIMS

Claims against the City from January 6, 2006 through February 9, 2006 were presented and examined by the board. Those claims found to be just, due, and owing were approved upon **motion** by Thomas Schmidt and seconded by Victor Knies. Motion carried 3-0.

ADJOURNMENT

There being no further business to come before the board, a **motion** was made by Thomas Schmidt and seconded by Victor Knies to adjourn the meeting. The motion carried 3-0 and the meeting adjourned at 9:11a.m.

Mayor William J. Schmitt
Presiding Officer

Attest:

Juanita S. Boehm, Clerk-Treasurer
Cynthia Kluemper, Recording Secretary